



Community Education Registration Form: Non-credit Classes

Renton Technical College

Mail this completed form along with your check or money order to:

Renton Technical College
Registration Office
3000 N.E. Fourth St.
Renton, WA 98056-4195

When enrolling by mail, your registration is automatically confirmed. The only notification you will receive would be regarding class cancellations or changes.

We accept VISA and MasterCard.

No phone registrations accepted.

For registration information call (425) 235-2352.

Name _____
Address _____
City _____ Zip _____

Telephone _____ (day) _____ (evening)

E-mail Address _____

Quarter/Year: **Winter 2009**

Birth Date (REQUIRED): _____

Gender: Male Female

I heard about this class:
 RTC Schedule Course brochure or flyer
 Newspaper
 RTC web page Other

Sample

COMM 120	7828	10 hrs	Fee: \$170	J105
	1/10-3/22	5:30PM-9:30PM	MW	DRAKE
	Total Class Hours / Class Times		Fee / Days	Class Location / Instructor
	Course Number / Class Start & End Dates			

Department	Course Number	Item Number	Course Title	Start Date	Fee
COMM					
COMM					
COMM					
TOTAL					

Send registration form to: Renton Technical College | Registration Department | 3000 NE 4th St. | Renton, WA 98056-4195

Cash (exact amount only) Check (payable to Renton Technical College) | Registration Department | 3000 NE 4th St. | Renton, WA 98056-4195.

Mastercard Visa Credit Card No. _____ Expiration Date _____

Signature _____

Refund Policy for Community Education non-credit classes: Class fees for non-credit classes are not refundable unless a Withdrawal/Change of Schedule form is signed and submitted to the Community Education Office prior to the first day of class. Full refunds will be made if the college cancels the class. Your registration is confirmed upon receipt of payment for class, unless you are notified otherwise. For registration information, please call (425) 235-2352.

Renton Technical College does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director, HRD, (425) 235-7873.